

**APPROVED**  
**Cedar Area Fire & Rescue Board**  
**Regular Meeting**  
**Thursday, March 7, 2022 at 7:00 pm**  
**Cedar Fire Department**

Call to Order

Chairman Greg Julian called the meeting to order at 7:00 p.m with the Pledge of Allegiance. Present on roll call were Greg Julian, John DePuy, Ron Schaub and Chris Comeaux. Andy Doornbos and Dana Boomer were present as staff. Rick Royston was absent; Tim Stein was present as his alternate.

Discussions/decisions will be for the direction of the Cedar Area Fire & Rescue Board as previously published, per the Open Meetings Act. Potential quorums of township boards will be noted in the minutes.

Citizens Comments – None

Consideration of Agenda – The board briefly discussed the agenda. **Motion by DePuy to approve the agenda as presented, second by Stein. All in favor, motion carried.**

Minutes: Approval of February 3, 2022 General Meeting Minutes – The board briefly discussed. **Motion by Schaub to approve the February 3, 2022 General Meeting Minutes as presented, second by DePuy. All in favor, motion carried.**

Correspondence Received – Chief Doornbos read a letter from two citizens, whose lives had been saved through the quick action of Lt. Voiles and FF Pucelik in identifying and responding to a carbon monoxide call which had resulted in one patient unconscious and one patient close to unconscious. Chief Doornbos will be awarding a unit citation to Lt. Voiles and FF Pucelik at the April meeting. Mr. Stein requested that the Leelanau Enterprise be notified of that award at the April meeting; Chief Doornbos will do so, and will also invite the sheriff's office, as one of their deputies was also on scene.

Financials –

Boomer had previously provided a handout to the board which detailed the financial statements for February. The board briefly discussed the vendors payable and payroll. The updated unpaid bills detailed list was presented, and briefly discussed.

**Schaub moved to accept the February vendors payable as presented, Stein seconded. All in favor, motion carried.**

**Schaub moved to accept the February payrolls as presented, Stein seconded. All in favor, motion carried.**

**Stein moved to accept the February financial statements as presented, Comeaux seconded. All in favor, motion carried.**

Boomer had presented a budget amendment to the board for approval in the financial packets (see attached). The board briefly discussed. **DePuy moved, Schaub seconded to approve the budget amendment for March 2022 as presented. All in favor, motion carried.**

Presentation – None

Unfinished Business:

- a. Strategic Planning – It was determined that this item would be discussed with item b, as well as the subcommittee update regarding the interlocal agreement.
- b. Interlocal Agreement Updates – Julian reported the subcommittee met on February 18 to discuss potential updates to the interlocal agreement with regard to capital and maintenance costs. They also met with Mr. Bieganowski and developed a draft lease agreement between Solon and Centerville Townships and Cedar Area Fire & Rescue with regard to the existing building. Chief Doornbos had worked to develop a draft long-term capital plan that would include approximate funding numbers for the existing station and a new station, while Boomer had developed a document with approximate millage rates that would be needed to fund building-focused capital improvements. The board discussed the provided numbers, how these would be funded, and what amendments to the interlocal agreement would look like to turn over all capital costs to the department. The board briefly discussed the creation of a Fire Authority, and the responses from the townships when the idea was discussed.

The board extensively discussed the capital and building needs of the department. Julian asked to take the draft estimated numbers back to the subcommittee for further discussion, and they will dig further into these numbers and work to develop a draft memorandum of understanding regarding the interlocal agreement addressing capital. The board briefly discussed whether it would be more appropriate to re-open and re-authorize the interlocal agreement, given the large number of sections that would need to be addressed in the MOU. The board extensively discussed the capital needs of the department and how those would be funded. There was disagreement on whether a new building should be tied to a memorandum of understanding regarding capital. The subcommittee will meet before the next fire board meeting, after the representatives have had a chance to talk to their township boards.

New Business:

- a. 2021 Annual Report – Chief Doornbos presented the 2021 annual report for consideration. He requested any comments or suggestions be turned into him by March 11, and he will have final copies printed for all of the township annual meetings on March 19.
- b. Any New Business – None

Reports:

- a. Fire Chief – The Chief's Report was provided in the meeting packet. Doornbos summarized the main points of his report. The chief and board discussed the report. Doornbos covered two grants that the department is in the process of receiving – one for tactical gear and one for technology improvements for rural healthcare.
- b. Department Staff – None
- c. Chairman – None

Citizens Comments – None

Board Member & Chair Comments – DePuy said it's a sad state of affairs when fire and EMS personnel have to acquire body armor. Julian asked everyone to keep in mind that the events in Europe may eventually have trickle down effects that may affect budgets even in northern Michigan. Stein stated that the light at M-72 and Cedar Road is now a fully functional light.

Next Meeting Date – The next regular board meeting is scheduled for Thursday, April 7, 2022 at 7 pm.

**With no further business, Stein moved to adjourn the meeting at 8:51 pm, Schaub seconded. All in favor, motion carried.**

Respectfully submitted,

Dana Boomer  
Recording Secretary

## Expenditures

## ACCOUNT

NUMBER	Description	2021/22 As Amended	Proposed Amendment	As Amended	As of 2/28	%
AMBULANCE FUND 651						
702.000	On Duty	\$247,500.00		\$247,500.00	\$210,234.41	84.94%
702.001	On Duty Overtime	\$87,000.00		\$87,000.00	\$74,869.73	86.06%
702.005	Parttime	\$37,000.00		\$37,000.00	\$31,958.00	86.37%
702.006	Vacation/Personal	\$23,100.00		\$23,100.00	\$15,831.66	68.54%
704.000	IRA - Board Cont	\$50,906.00		\$50,906.00	\$44,505.52	87.43%
715.000	FICA/Medicare	\$17,000.00	-\$3,000.00	\$14,000.00	\$10,177.75	72.70%
716.000	Health Insurance	\$80,000.00		\$80,000.00	\$70,917.59	88.65%
716.003	Life/Long Term Dis Insurance	\$5,150.00		\$5,150.00	\$4,619.87	89.71%
702.011	Disability	\$3,000.00		\$3,000.00	\$2,357.38	78.58%
	Stipends	\$750.00		\$750.00	-\$350.00	-46.67%
702.007	Holiday	\$6,500.00		\$6,500.00	\$5,643.42	86.82%
702.008	Longevity	\$5,000.00	-\$2,000.00	\$3,000.00	\$2,500.00	83.33%
702.000	Fire Chief	\$80,000.00		\$80,000.00	\$66,346.26	82.93%
703.000	Asst Chief/Admin	\$0.00		\$0.00		
703.004	Bookkeeper/Admin	\$20,000.00		\$20,000.00	\$16,625.00	83.13%
703.007	Admin Board Wages	\$15,000.00		\$15,000.00	\$13,075.00	87.17%
703.008	Mileage	\$2,000.00		\$2,000.00	\$453.17	22.66%
	Total Personnel C/C	\$679,906.00		\$674,906.00	\$569,764.76	84.42%
745.000	Personnel Uniforms	\$4,158.00	\$1,000.00	\$5,158.00	\$1,732.25	33.58%
760.000	Medical Supplies O/2	\$8,085.00		\$8,085.00	\$6,316.14	78.12%
760.001	ALS Initial Supplies Purchase	\$7,300.00		\$7,300.00	\$7,213.97	98.82%
801.000	Billing Services - Accumed	\$6,500.00	\$500.00	\$7,000.00	\$6,129.84	87.57%
801.001	ALS Intercept Payout	\$18,000.00		\$18,000.00	\$16,750.00	93.06%
934.000	Vehicle Repair/Maint	\$8,000.00	\$6,000.00	\$14,000.00	\$13,096.24	93.54%
	Total Cost C/C	\$52,043.00		\$59,543.00	\$51,238.44	86.05%
956.000	Licenses - Ambulance	\$1,600.00	\$500.00	\$2,100.00	\$1,401.55	66.74%
956.001	Computer Support	\$7,500.00		\$7,500.00	\$6,204.71	82.73%
726.000	Office Supplies	\$1,750.00		\$1,750.00	\$1,553.45	88.77%
730.000	Postage	\$350.00		\$350.00	\$259.60	74.17%
742.000	Physical Exams	\$4,000.00		\$4,000.00	\$3,574.87	89.37%
742.001	Firefighter Equip	\$8,000.00		\$8,000.00	\$7,916.69	98.96%
742.002	Fire Ext Maint	\$1,000.00		\$1,000.00	\$746.00	74.60%

742.003	Air Pack Maint	\$2,000.00		\$2,000.00	\$1,794.53	89.73%
742.004	Extraction Tool Rep.	\$1,155.00		\$1,155.00	\$883.05	76.45%
745.000	Turnout Gear	\$11,620.00	\$3,000.00	\$14,620.00	\$12,681.49	86.74%
748.000	Fuel (Gas)	\$3,500.00		\$3,500.00	\$3,126.84	89.34%
748.001	Fuel (Diesel)	\$10,000.00	\$500.00	\$10,500.00	\$9,616.03	91.58%
	Total Supplies C/C	\$52,475.00		\$56,475.00	\$49,758.81	88.11%
801.000	Audit/Professional	\$5,000.00	\$2,000.00	\$7,000.00	\$4,925.00	70.36%
801.001	Dues & Publications	\$1,000.00		\$1,000.00	\$548.05	54.81%
801.002	Payroll Processing	\$2,400.00	\$500.00	\$2,900.00	\$2,297.40	79.22%
850.000	Cellular Telephone	\$1,500.00	-\$500.00	\$1,000.00	\$127.00	12.70%
	Total Cont. C/C	\$9,900.00		\$11,900.00	\$7,897.45	66.37%
910.000	Insurance/Fleet	\$22,000.00	-\$1,000.00	\$21,000.00	\$20,403.00	97.16%
910.001	Workers Comp	\$30,000.00	-\$3,000.00	\$27,000.00	\$26,802.00	99.27%
923.000	Bldg Repair & Maint	\$31,000.00		\$31,000.00	\$24,651.03	79.52%
923.001	Utilities & Heat	\$12,000.00		\$12,000.00	\$9,484.31	79.04%
930.000	Snow Removal	\$2,000.00		\$2,000.00	\$350.00	17.50%
932.000	Radio Repair & Maint	\$6,000.00		\$6,000.00	\$4,375.00	72.92%
932.001	Air Compressor Maint	\$3,000.00	-\$2,000.00	\$1,000.00	\$351.40	35.14%
932.002	Small Tools & Repair	\$1,155.00		\$1,155.00	\$804.41	69.65%
934.003	Ladder/Hose Testing	\$2,655.00	-\$2,500.00	\$155.00		0.00%
956.000	Firefighter Training	\$21,500.00		\$21,500.00	\$18,698.93	86.97%
956.001	Wifi/Internet/Cable	\$2,894.50		\$2,894.50	\$2,487.99	85.96%
	Total Operating C/C	\$134,204.50		\$125,704.50	\$108,408.07	86.24%
	Repayment of Capital Fund	\$20,000.00		\$20,000.00	\$20,000.00	100.00%
	Contingency	\$21.03		\$21.03		0.00%
	Total Expenditures	\$948,549.53		\$948,549.53	\$807,067.53	85.08%